

**STANDING ROCK SIOUX TRIBE
JOB ADVERTISEMENT
GENERAL MANAGER OF GRAND RIVER CASINO**

I. GENERAL INFORMATION

The Standing Rock Sioux Tribe is seeking applications for the position of General Manager for the Grand River Casino in Mobridge, South Dakota. Interested individuals should submit their applications to:

Standing Rock Sioux Tribe
judicial@standingrock.org (preferably)

or

**Attn: Judicial Committee
PO Box D
Bldg. 1 N. Standing Rock Ave.
Fort Yates, ND 58538**

The applications must be received by the Standing Rock Sioux Tribe no later than 4:30 p.m. on Monday July 31st, 2023. Following the notification of the Tribe's selection, the Tribe and the applicant shall negotiate and execute a contract.

II. BACKGROUND INFORMATION:

The General Manager manages all administrative and programmatic operations of the Grand River Casino and the management staff under the general direction of the Standing Rock Sioux Tribe.

III. DUTIES AND RESPONSIBILITIES

1. Manage financial systems and maintain full and accurate books of account in accordance with Generally Accepted Accounting Principles;
2. Maintain internal controls, including the federally/tribal mandated minimum internal control standards;
3. Ensure operation in compliance with Tribal, State, and Federal laws and Gaming Commission requirements;
4. Manage all administrative functions and activities including but not limited to personnel, budgeting, procurement, finance, records, and property management system,
5. Exercise the full range of supervisory duties for all department managers, defining and delegating responsibilities and authorities as appropriate, ensuring all functions and activities are completed, issuing reprimands or discipline and completing timely evaluations for all Casino employees;
6. Provide monthly reports to the Standing Rock Tribal Council;
7. Assist with the implementation and completion of Casino audits;
8. Comply with the Indian Gaming Regulatory Act and regulations, other applicable rules and regulations of the Tribal Gaming Commission, Tribal law, the Tribal State Gaming Compact, and all Casino policies and procedures.

9. Maintain a close working relationship with the Standing Rock Sioux Tribe and the Gaming Commission to ensure the profitability and integrity of the Casino and to protect the Casino's assets;
10. Oversee surveillance and security;
11. Supervise the management of the restaurant and bar services and Bay at Grand River Convenience Store and campground operations;
12. Oversee marketing and customer relations;
13. Supervise gaming operations;
14. Manage the preparation, on-going evaluation, and updating of long-range comprehensive program plans;
15. Assist in the preparation, negotiation, implementation, and monitoring of contracts and cooperative agreements that will help the Casino to achieve its goals and objectives; and
16. All other tasks as necessary to protect the financial and operational integrity of the Casino.

IV. INFORMATION TO BE INCLUDED IN THE APPLICATION

For consideration, the applicant must provide the following information:

1. A cover letter detailing the understanding of requirements of the position that describes applicant's knowledge, capabilities, and experience that will enable applicant to achieve the responsibilities of the position.
2. Resume
3. Professional references with contact information.
4. Documentation of any applicable professional licensing or certificates.
5. Include any other information which may be helpful to the Tribe in evaluating the applicant's qualifications. The applicant must disclose and describe the nature of any regulatory action taken against the applicant by any oversight body.

V. INDIAN PREFERENCE

Preferences shall be given to qualified Indian applicants. In order to receive Indian Preference, the applicant must provide proof of enrollment in a federally recognized Tribe.